

**Workforce Partnership of Greater RI
Board of Directors Committee Meeting
May 14, 2013**

Present: Diane Cook, Vanessa Cooley, Bob Cooper, Thomas Fay, Victoria Gaillard-Garrick, Paul Harden, Karen Jedson, Steven Kitchin, Robert Langlais, Sharon Lee, Mark Mancinho, Dorothy Mattiello, Joseph Oakes, Paul Ouellette, Gail Patry, Raymond Pingitore, Mark Riolo, Scott Seaback, Lauren Slocum, Robin Ann Smith, Jay Visnjic, James White

Absent: Michael Black, Gip Cabral, Joseph DeSantis, Alexis Devine, Wendy Kagan, Peter Koch, Andrew Tyska, Jason Vlaun, Darrell Waldron, Paul Wielgus

WPGRI Staff: Diane Vendetti, Kathy Quattrini, Jo-Anne Thibedeau, Carlos Ribeiro, Sharon Geoffrey, Kara Aniballi

GWB Staff: Dan Brown

SWIO Staff: Pat Leduc-Pelletier

Welcome/Call to Order

Chair Steve Kitchin called the meeting to order at 8:02am and requested the Board review the minutes from the April 9, 2013 meeting.

Vanessa Cooley's name was misspelled in the minutes and she was also listed as absent when she was in attendance.

Vote: Lauren Slocum made a motion to accept the minutes as amended. Robin Ann Smith seconded the motion. The motion passed unanimously.

Board Presentation

Diane Cook, Administrator, from the Department of Human Services gave a presentation on her agency. Diane gave an overview of the different programs that are offered through DHS including Temporary Assistance to Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), childcare assistance programs, and programs offered to the elderly.

Chairman's Report/Executive Directors Report

Chair Steve Kitchen presented the Executive Directors report in Nancy's absence. Steve stated that David Tremblay and Sarah Griffen will be joining the meeting later this morning to make a presentation on the Workforce Innovation Grant (WIF).

Steve then provided the Board with a standing meeting schedule for all WPGRI Committee's through December 2013 to be in compliance with Secretary of State Open Meetings law.

Steve stated Nancy has been in contact with Jen Hetzel-Silbert in regards to facilitating a follow-up Strategic Retreat in lieu of the September Board meeting on September 10th 2013. Jen will draft a proposed follow-up retreat outline for WPGRI.

Steve also reminded the Board to submit their names to Vice Chair Paul Ouellette if they would like to be considered for an Officer nomination.

Removal and Additions of Signatories to the Bank of America Accounts

Steve Kitchin stated the Executive Committee voted on removing previous Executive Director, Christine M. Grieco and previous treasurer and Board member, Joseph P. DiPina from WPGRI's checking and savings bank accounts since Christine's retirement as of June 30, 2012 and Joseph's resignation (due to a change in job location) as of July 23, 2012.

Vote: Bob Cooper made a motion to remove Christine M. Grieco and Joseph P. DiPina as signatories from WPGRI's Bank of America checking & savings accounts. Dorothy Mattiello seconded the motion. The motion passed unanimously.

Steve Kitchin requested a motion to add Executive Director Nancy J. Olson and Treasurer Lauren E. I. Slocum as signatories to both WPGRI's checking and savings account with Bank of America.

Vote: Ray Pingitore made a motion to recommend to the Board of Directors to add both Nancy J. Olson and Lauren E. I. Slocum as signatories to WPGRI's checking and savings account with Bank of America. Gip Cabral seconded the motion. The motion passed unanimously.

Potential Board Member-Kevin J. Bettencourt

Chair of the Board Development Committee, Paul Ouellette, stated the Board Development committee met on April 26, 2013. The Committee reviewed Kevin J. Bettencourt's resume. Kevin is the Human Resource Manager at Interplex. Paul stated the Board Development Committee voted to recommend Kevin's approval to the Executive Committee and to forward the nomination to the Board of Directors.

Vote: Paul Ouellette made a motion to approve Kevin Bettencourt's resume to be sent to the Governor for Approval. Robin Smith seconded the motion. The motion passed unanimously.

PY12/FY13

Diane Vendetti presented the PY12/FY13 budget as of March 31, 2013. The budget included WIA, JDF, TANF, and WIF funds.

Vote: Robin Ann Smith made a motion to approve the PY12/FY13 budget. Joe Oakes seconded the motion. The motion passed unanimously.

Workforce Innovation Grant

David Tremblay, State Workforce Investment Act Administrator, and Sarah Griffen spoke about the Workforce Innovation Fund Grant (WIF). This grant focuses on the On-Ramps to Career Pathways initiative which is a 3 year US Department of Labor funded initiative. The lead agencies with this grant are RI Department of Labor and Training, the Governors Workforce Board, Department of Education, Department of Human Services, Workforce Solutions of Providence/Cranston, Workforce Partnership of Greater RI and the Community College of RI.

Committee Reports

Board Development

Chair of the Board Development Committee, Paul Ouellette, stated he is also working to coordinate a Board social gathering and has reached out to Board member Jay Visnjic from Hampton Inn and Suites to see if they would be able to plan an event in June. Paul will be surveying the Board with a few dates to see if Board members will be able to attend the event

Quality Assurance

Chair of the Quality Assurance Committee, Joe Oakes, stated the Quality Assurance Committee will be monitoring the one-stops in May through June. Joe requested volunteers to help monitor the

Woonsocket, West Warwick and Providence offices.

Strategic Development

Chair of the Strategic Development Committee, Paul Harden, requested Kathy Quattrini explain the OJT and ITA reports. Kathy presented the ITA performance from PY10-PY11 and then presented ITA performance from PY10-PY11. Both reports included enter employment 1st quarter after exit data and retention, 2nd, 3rd quarter after exit quarter data.

Finance Committee

There was no new business to be reported

Youth Council

There was no new business to be reported.

Adjournment

Chair Kitchin requested a motion to adjourn the meeting at 9:32am.

Vote: Paul Ouellette made a motion to adjourn the meeting. Robin Ann Smith seconded the motion. The motion passed unanimously.

Respectfully submitted,

Kara Aniballi